

**UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF NEW YORK**

In Re Cort &amp; Medas Associates, LLC

Case No. 19-41313-CEC

Debtor

Reporting Period: November, 2020

Federal Tax I.D. # 14-2008329

**SINGLE ASSET REAL ESTATE COMPANIES**

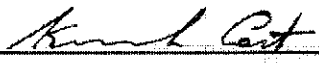
File with the Court and submit a copy to the United States Trustee within 20 days after the end of the month and submit a copy of the report to any official committee appointed in the case.

*(Reports for Rochester and Buffalo Divisions of Western District of New York are due 15 days after the end of the month, as are the reports for Southern District of New York.)*

REQUIRED DOCUMENTS	Form No.	Document Attached	Explanation Attached
Schedule of Cash Receipts and Disbursements	MOR-1 (RE)	X	
Bank Reconciliation (or copies of debtor's bank reconciliations)	MOR-1 (CON'T)	X	
Copies of bank statements		X	
Cash disbursements journals			
Statement of Operations	MOR-2 (RE)	X	
Balance Sheet	MOR-3 (RE)	X	
Summary of Unpaid Post-petition Debts	MOR-4 (RE)		
Copies of tax returns filed during reporting period			
Rent Roll	MOR-5 (RE)	X	
Payments to Insiders and Professional	MOR-6 (RE)		
Post Petition Status of Secured Notes, Leases Payable	MOR-6 (RE)		
Cash Flow Projection	MOR-7 (RE)	X	
Debtor Questionnaire	MOR-8 (RE)	X	

I declare under penalty of perjury (28 U.S.C. Section 1746) that this report and the attached documents are true and correct to the best of my knowledge and belief.

Signature of Debtor



Date

12/17/2020

Signature of Authorized Individual\*

Date

Printed Name of Authorized Individual

Date

\*Authorized individual must be an officer, director or shareholder if debtor is a corporation; a partner if debtor is a partnership; a manager or member if debtor is a limited liability company.

in re	<b>Cort &amp; Medas Associates, LLC</b>	Case No.	19-41313 (CEC)
		Reporting Period:	November, 2020
<b>SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS</b>			
<p>Amounts reported should be from the debtor's books and not the bank statement. The beginning cash should be the ending cash from the prior month, or, if this is the first report, the amount should be the balance on the date the petition was filed. The amounts reported in the "CURRENT MONTH - ACTUAL" column must equal the sum of the three bank account columns. Attach copies of the bank statements and the cash disbursements journal. The total disbursements listed in the disbursements journal must equal the total disbursements reported on this page. A bank reconciliation must be attached for each account. [See MOR-1 (CON'T)]</p>			
<b>BANK ACCOUNTS</b>			
	OPER	TAX	OTHER
ACCOUNT NUMBER (LAST 4)			CURRENT MONTH ACTUAL (TOTAL OF ALL ACCOUNTS)
<b>CASH BEGINNING OF MONTH</b>	\$ (12,582.71)		(\$12,582.71)
<b>RECEIPTS</b>			
CASH SALES	\$ 37,000.00		\$ 37,000.00
ACCOUNTS RECEIVABLE - PREPETITION	\$ -		
ACCOUNTS RECEIVABLE - POSTPETITION			\$ -
LOANS AND ADVANCES			
SALE OF ASSETS			
OTHER (ATTACH LIST)			
TRANSFERS (FROM DIP ACCTS)			
<b>TOTAL RECEIPTS</b>	\$ 24,417.29		\$24,417.29
<b>DISBURSEMENTS</b>			
NET PAYROLL			
PAYROLL TAXES			
SALES, USE, & OTHER TAXES			\$ -
INVENTORY PURCHASES			
SECURED/ RENTAL/ LEASES	\$ 36,828.00		\$ 36,828.00
INSURANCE			
ADMINISTRATIVE	\$ -		
SELLING			
OTHER (ATTACH LIST)			
OWNER DRAW *			
TRANSFERS (TO DIP ACCTS)			
PROFESSIONAL FEES			
U.S. TRUSTEE QUARTERLY FEES			
COURT COSTS			
<b>TOTAL DISBURSEMENTS</b>	\$ 36,828.00		\$36,828.00
<b>NET CASH FLOW (RECEIPTS LESS DISBURSEMENT)</b>	\$ (12,410.71)		(\$12,410.71)
<b>CASH - END OF MONTH</b>	\$ (12,410.71)		(\$12,410.71)
* COMPENSATION TO SOLE PROPRIETORS FOR SERVICES RENDERED TO BANKRUPTCY ESTATE			
<b>THE FOLLOWING SECTION MUST BE COMPLETED</b>			
DISBURSEMENTS FOR CALCULATING U.S. TRUSTEE QUARTERLY FEES: (FROM CURRENT MONTH ACTUAL COLUMN)			
<b>TOTAL DISBURSEMENTS</b>	\$0.00		

LESS: TRANSFERS TO OTHER DEBTOR IN POSSESSION ACCOUNTS			
PLUS: ESTATE DISBURSEMENTS MADE BY OUTSIDE SOURCES (i.e. from escrow accounts)			
<b>TOTAL DISBURSEMENTS FOR CALCULATING U.S. TRUSTEE QUARTERLY FEES</b>	\$0.00		

**OTHER**

**Bank Reconciliation Report****Activity Document Date Less than: 12/1/2020****Cort & Medas Associates, LLC (CTM)****Bank Code: 7 TD Bank Checking Acct C&M Asso****Deposits And Adjustments:**

Date	Document Type	Source Module	Reference No	Deposit/Adjustment Comment	Cleared	Cleared Date	Debits	Credits
11/23/2020	Deposit	GL	11232020	Bank Transfer from TRI to C&M	Yes	12/16/2020	0.00	22,000.00
11/25/2020	Deposit	GL	11252020	Bank Transfer from Tri-Borough	Yes	12/16/2020	0.00	15,000.00
of 2 Postings:							0.00	37,000.00

**Checks:**

Check Number	Check Date	Source Module	Reference No	Check Payee Name/Comment	Cleared	Cleared Date	Check Amount
000148	10/19/2020	AP	010000095	ESCDC - c/o of Lemery Greisler LLC	Yes	12/16/2020	7,853.00
000149	10/28/2020	AP	010000096	U.S. Trustee Payment Center	Yes	12/16/2020	975.00
000150	11/13/2020	AP	010000097	1414 Utica Avenue Lenders LLC	Yes	12/16/2020	14,000.00
000151	11/13/2020	AP	010000095	ESCDC - c/o of Lemery Greisler LLC	No		7,853.00
000152	11/30/2020	AP	010000097	1414 Utica Avenue Lenders LLC	Yes	12/16/2020	14,000.00
of 5 Checks:							44,681.00

**Reconciliation Summary For Bank 7 Less than: 12/1/2020:****G/L Cash Account Number: 1060000****Bank Statement Balance: 11,396.01****Plus 0 Deposits In Transit Totaling: 0.00****Less 0 Adjustments Totaling: 0.00****Less 1 Outstanding Check Totaling: 7,853.00****Adjusted Bank Balance: 3,543.01****Calculated Book Balance: 3,543.01****Out Of Balance By: 0.00**

Debtor	<b>Cort &amp; Medas Associates, LLC</b>	Case No.	19-41313 (CEC)
		Reporting Period:	November, 2020
<b>STATEMENT OF OPERATIONS (Income Statement)</b>			
The Statement of Operations is to be prepared on an accrual basis. The accrual basis of accounting recognizes revenue when it is realized and expenses when they are incurred, regardless of when cash is actually received or paid.			
<b>INCOME</b>	<b>MONTH</b>	<b>CUMULATIVE - FILING TO DATE</b>	
Rental Income	\$ 43,468.00		
Additional Rental Income			
Common Area Maintenance Reimbursement			
Total Income ( <i>attach MOR-5 (RE) Rent Roll</i> )	\$ 43,468.00		
<b>OPERATING EXPENSES</b>			
Bank Charges	\$ -		
Auto and Truck Expense			
Cleaning and Maintenance			
Commissions			
Officer/Insider Compensation*			
Insurance			
Management Fees/Bonuses			
Office Expense			
Mortgage Expense	\$ 31,142.60		
Repairs			
Supplies			
Taxes - Real Estate			
Travel and Entertainment			
Utilities	\$ -		
Other ( <i>attach schedule</i> )			
Total Operating Expenses Before Depreciation	\$ 31,142.60		
Depreciation/Depletion/Amortization	\$ -		
Net Profit (Loss) Before Other Income & Expenses	\$ 12,325.40		
<b>OTHER INCOME AND EXPENSES</b>			
Other Income ( <i>attach schedule</i> )			
Interest Expense			
Other Expense ( <i>attach schedule</i> )			
Net Profit (Loss) Before Reorganization Items	\$ 12,325.40		
<b>REORGANIZATION ITEMS</b>			
Professional Fees			
U. S. Trustee Quarterly Fees			
Interest Earned on Accumulated Cash from Chapter 11 ( <i>see continuation sheet</i> )			
Gain (Loss) from Sale of Property			
Other Reorganization Expenses ( <i>attach schedule</i> )			
Total Reorganization Expenses			
Income Taxes			
Net Profit (Loss)	\$ 12,325.40		
**"Insider" is defined in 11 U.S.C. Section 101(31).			
<b>BREAKDOWN OF "OTHER" CATEGORY</b>			
<b>OTHER OPERATIONAL EXPENSES</b>			

OTHER INCOME		
OTHER EXPENSES		
OTHER REORGANIZATION EXPENSES		
<b>Reorganization Items - Interest Earned on Accumulated Cash from Chapter 11:</b>		
Interest earned on cash accumulated during the chapter 11 case, which would not have been earned but for the		
bankruptcy proceeding, should be reported as a reorganization item.		

n re	<b>Cort &amp; Medas Associates, LLC</b>	<b>Case No.</b>	<b>19-41313 (CEC)</b>
	<b>Debtor</b>	<b>Reporting Period:</b>	<b>November, 2020</b>
<b>BALANCE SHEET</b>			
The Balance Sheet is to be completed on an accrual basis only. Pre-petition liabilities must be classified separately from post-petition			
<b>ASSETS</b>		<b>BOOK VALUE AT END OF CURRENT REPORTING MONTH</b>	<b>BOOK VALUE AT END OF PRIOR REPORTING MONTH</b>
<b>CURRENT ASSETS</b>			
Unrestricted Cash and Equivalents	\$	3,543.01	
Restricted Cash and Cash Equivalents ( <i>see continuation sheet</i> )			
Accounts Receivable (Net)	\$	556,095.67	
Notes Receivable			
Prepaid Expenses			
Professional Retainers			
Other Current Assets ( <i>attach schedule</i> )			
<b>TOTAL CURRENT ASSETS</b>	\$	559,638.68	
<b>PROPERTY &amp; EQUIPMENT</b>			
Real Property and Improvements	\$	2,827,522.00	
Machinery and Equipment			
Furniture, Fixtures and Office Equipment			
Leasehold Improvements			
Vehicles			
Less: Accumulated Depreciation	\$	(685,073.88)	
<b>TOTAL PROPERTY &amp; EQUIPMENT</b>	\$	2,142,448.12	
<b>OTHER ASSETS</b>			
Amounts due from Insiders*			
Other Assets ( <i>attach schedule</i> )			
<b>TOTAL OTHER ASSETS</b>			
<b>TOTAL ASSETS</b>	\$	2,702,086.80	
<b>LIABILITIES AND OWNER EQUITY</b>		<b>BOOK VALUE AT END OF CURRENT REPORTING MONTH</b>	<b>BOOK VALUE AT END OF PRIOR REPORTING MONTH</b>
<b>LIABILITIES NOT SUBJECT TO COMPROMISE (Postpetition)</b>			
Accounts Payable			
Taxes Payable ( <i>refer to FORM MOR-4</i> )			
Notes Payable			
Rent / Leases - Building/Equipment			
Secured Debt / Adequate Protection Payments			
Professional Fees			
Amounts Due to Insiders*			
Other Post-petition Liabilities ( <i>attach schedule</i> )			
<b>TOTAL POST-PETITION LIABILITIES</b>			
<b>LIABILITIES SUBJECT TO COMPROMISE (Pre-Petition)</b>			
Secured Debt	\$	2,661,781.37	
Priority Debt			
Unsecured Debt	\$	1,729,141.81	
<b>TOTAL PRE-PETITION LIABILITIES</b>			
<b>TOTAL LIABILITIES</b>	\$	4,390,923.18	
<b>OWNERS' EQUITY</b>			
Owner's Equity Account	\$	(1,743,134.02)	
Retained Earnings - Pre-Petition			
Retained Earnings - Post-petition			



Adjustments to Owner Equity <i>(attach schedule)</i>	\$ 54,297.64	
Post-petition Contributions <i>(attach schedule)</i>		
<b>NET OWNERS' EQUITY</b>	\$ (1,688,836.38)	
<b>TOTAL LIABILITIES AND OWNERS' EQUITY</b>	\$ 2,702,086.80	

\*"Insider" is defined in 11 U.S.C. Section 101(31).

# **BALANCE SHEET - continuation section**

ASSETS	BOOK VALUE AT END OF CURRENT REPORTING MONTH	BOOK VALUE AT END OF PRIOR REPORTING MONTH
Other Current Assets		
Other Assets		
LIABILITIES AND OWNER EQUITY	BOOK VALUE AT END OF CURRENT REPORTING MONTH	
Other Post-petition Liabilities		
Adjustments to Owner's Equity		
Post-Petition Contributions		

**Restricted Cash:** Cash that is restricted for a specific use and not available to fund operations.  
Typically, restricted cash is segregated into a separate account, such as an escrow account.

In re	<b>Cort &amp; Medas Associates, LLC</b>		<b>Case No.</b>	19-41313 (C
	<b>Debtor</b>		<b>Reporting Period:</b>	November, 2

### SUMMARY OF UNPAID POST-PETITION DEBTS

	Number of Days Past Due				
	Current	0-30	31-60	61-90	Over 91
Mortgage					
Rent					
Secured Debt/Adequate Protection Payments					
Professional Fees					
Real Estate Taxes					
Other Post-Petition debt <i>(list creditor)</i>					
<b>Total Post-petition Debts</b>					

Explain how and when the Debtor intends to pay any past due post-petition debts.


[illegible]



in re	<b>Cort &amp; Medas Associates, LLC</b>	19-41313 (CEC)
	<b>Debtor</b>	<b>Reporting Period: November, 2020</b>

### PAYMENTS TO INSIDERS AND PROFESSIONALS

Of the total disbursements shown on the Cash Receipts and Disbursements Report (MOR-1) list the amount paid to insiders (as defined in Section 101(31) (A)-(F) of the U.S. Bankruptcy Code) and to professionals. For payments to insiders, identify the type of compensation paid (e.g. Salary, Bonus, Commissions, Insurance, Housing Allowance, Travel, Car Allowance, Etc.). Attach additional sheets if necessary.

INSIDERS			
NAME	TYPE OF PAYMENT	AMOUNT PAID	TOTAL PAID TO DATE
TOTAL PAYMENTS TO INSIDERS			

PROFESSIONALS				
NAME	DATE OF COURT ORDER AUTHORIZING PAYMENT	AMOUNT APPROVED	AMOUNT PAID	TOTAL PAID TO DATE
TOTAL PAYMENTS TO PROFESSIONALS				

\* INCLUDE ALL FEES INCURRED, BOTH APPROVED AND UNAPPROVED

### POST-PETITION STATUS OF SECURED NOTES, LEASES PAYABLE AND ADEQUATE PROTECTION PAYMENTS

NAME OF CREDITOR	SCHEDULED MONTHLY PAYMENT DUE	AMOUNT PAID DURING MONTH	TOTAL UNPAID POST-PETITION
TOTAL PAYMENTS			

n re	<b>Cort &amp; Medas Associates, LLC</b>					
	<b>Debtor</b>					
<b>CASH FLOW PROJECTION FOR THE PERIOD</b> <u>September 20</u>						
A cash flow projection must be included for each property. The debtor's cash flow projection may be substituted if the debtor can demonstrate that this projection needs to be completed at the beginning of the case, every year, or when there are significant changes in the debtor's cash flow.						
<b>Property:</b> _____						
<b>Square Footage:</b> _____						
	MONTH	MONTH	MONTH	MONTH	MONTH	MONTH
<b>INCOME</b>						
Rental Income	\$ 33,801	\$ 33,801	\$ 33,801	\$ 33,801	\$ 33,801	\$ 33,801
Additional Rental Income	\$ 9,667	\$ 9,667	\$ 9,667	\$ 9,667	\$ 9,667	\$ 9,667
Common Area Maintenance Reimbursement						
Total Income	\$ 43,468	\$ 43,468	\$ 43,468	\$ 43,468	\$ 43,468	\$ 43,468
<b>OPERATING EXPENSES</b>						
Advertising						
Auto and Truck Expense						
Cleaning and Maintenance	\$ 1,367	\$ 1,367	\$ 1,367	\$ 1,367	\$ 1,367	\$ 1,367
Commissions						
Officer/Insider Compensation*						
Insurance	\$ 633	\$ 633	\$ 633	\$ 633	\$ 633	\$ 633
Management Fees/Bonuses						
Office Expense						
Other Interest	\$ 26,703	\$ 26,703	\$ 26,703	\$ 26,703	\$ 26,703	\$ 26,703
Repairs						
Supplies						
Taxes - Real Estate	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Travel and Entertainment						
Utilities	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250
Other (attach schedule)						
Total Expenses	\$ 34,953	\$ 34,953	\$ 34,953	\$ 34,953	\$ 34,953	\$ 34,953
Debt Service	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Professional Fees						
U.S. Trustee Fees						
Court Costs						
Net Income	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015
Tenant Improvements						

Case No. 19-41313 (CEC)					
Reporting Period: November, 2020					
020	THROUGH August 2021				
<p>ated for this page. Attach additional sheets as needed.</p> <p>changes (i.e. tenant change, rent change, etc.)</p>					
MONTH	MONTH	MONTH	MONTH	MONTH	MONTH
\$ 33,801	\$ 33,801	\$ 33,801	\$ 33,801	\$ 33,801	\$ 33,801
\$ 9,667	\$ 9,667	\$ 9,667	\$ 9,667	\$ 9,667	\$ 9,667
\$ 43,468	\$ 43,468	\$ 43,468	\$ 43,468	\$ 43,468	\$ 43,468
\$ 1,367	\$ 1,367	\$ 1,367	\$ 1,367	\$ 1,367	\$ 1,367
\$ 633	\$ 633	\$ 633	\$ 633	\$ 633	\$ 633
\$ 26,703	\$ 26,703	\$ 26,703	\$ 26,703	\$ 26,703	\$ 26,703
\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250
\$ 34,953	\$ 34,953	\$ 34,953	\$ 34,953	\$ 34,953	\$ 34,953
\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015

	Vacancy Allowance						
	Net Cash Flow	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015



\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015

n re	Cort & Medas Associates, LLC	Case No.	19-41313 (CEC)
	Debtor	Reporting Period:	November, 2020

### DEBTOR QUESTIONNAIRE

	Must be completed each month. If the answer to any of the questions is "Yes", provide a detailed explanation of each item. Attach additional sheets if necessary.	Yes	No
1	Have any assets been sold or transferred outside the normal course of business this reporting period?		X
2	Have any funds been disbursed from any account other than a debtor in possession account this reporting period?		X
3	Is the Debtor delinquent in the timely filing of any post-petition tax returns?		X
4	Are workers compensation, general liability or other necessary insurance coverages expired or cancelled, or has the debtor received notice of expiration or cancellation of such policies?		X
5	Is the Debtor delinquent in paying any insurance premium payment?		X
6	Have any payments been made on pre-petition liabilities this reporting period?		X
7	Are any post petition receivables (accounts, notes or loans) due from related parties?		X
8	Are any post petition State or Federal income taxes past due?		X
9	Are any post petition real estate taxes past due?		X
10	Are any other post petition taxes past due?		X
11	Have any pre-petition taxes been paid during this reporting period?		X
12	Are any amounts owed to post petition creditors delinquent?		X
13	Have any post petition loans been received by the Debtor from any party?		X
14	Is the Debtor delinquent in paying any U.S. Trustee fees?		X
15	Is the Debtor delinquent with any court ordered payments to attorneys or other professionals?		X
16	Have the owners or shareholders received any compensation outside of the normal course of business?		X



**Bank**

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STATEMENT OF ACCOUNT

AV 01 227508 37693B675 A\*\*5DGT

CORT AND MEDAS ASSOCIATES LLC

DIP CASE 19-41313 EDNY

1414 UTICA AVE

BROOKLYN NY 11203-6816

Page:

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Statement Period:

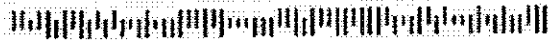
Nov 01 2020-Nov 30 2020

Cust Ref #:

4555555555 T ###

Primary Account #:

2275083954

**Chapter 11 Checking**

CORT AND MEDAS ASSOCIATES LLC

DIP CASE 19-41313 EDNY

Account #  3954**ACCOUNT SUMMARY**

Beginning Balance	11,224.01	Average Collected Balance	12,782.74
Other Credits	37,000.00	Interest Earned This Period	0.00
		Interest Paid Year-to-Date	0.00
Checks Paid	36,828.00	Annual Percentage Yield Earned	0.00%
Ending Balance	11,396.01	Days in Period	30

	Total for this Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees (NSF)	\$0.00	\$35.00

**DAILY ACCOUNT ACTIVITY****Other Credits**

POSTING DATE	DESCRIPTION	AMOUNT
11/23	WIRE TRANSFER INCOMING, TRI-BOROUGH HOME CARE, LTD. DBA	22,000.00
11/25	WIRE TRANSFER INCOMING, TRI-BOROUGH HOME CARE, LTD. DBA	15,000.00
Subtotal:		37,000.00

**Checks Paid**

No. Checks: 4

\*Indicates break in serial sequence or check processed electronically and listed under Electronic Payments

DATE	SERIAL NO.	AMOUNT	DATE	SERIAL NO.	AMOUNT
11/10	148	7,853.00	11/30	150	14,000.00
11/04	149	975.00	11/30	152*	14,000.00
Subtotal:					36,828.00

**DAILY BALANCE SUMMARY**

DATE	BALANCE	DATE	BALANCE
10/31	11,224.01	11/23	24,396.01
11/04	10,249.01	11/25	39,396.01
11/10	2,396.01	11/30	11,396.01

## How to Balance your Account

**Begin by adjusting your account register as follows:**

- Subtract any services charges shown on this statement.
- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
- Add any interest earned if you have an interest-bearing account.
- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
- Follow instructions 2-5 to verify your ending account balance.

**Your ending balance shown on this statement is:**

2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.
3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

Ending Balance	11,396.01
<hr/>	
Total Deposits	+
<hr/>	
Sub Total	
<hr/>	
Total Withdrawals	-
<hr/>	
Adjusted Balance	
<hr/>	

[illegible][illegible][illegible]

FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR  
QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS.

If you need information about an electronic fund transfer or if you believe there is an error on your bank statement or receipt relating to an electronic fund transfer, telephone the bank immediately at the phone number listed on the front of your statement or write to:

TD Bank, N.A., Deposit Operations Dept, P.O. Box 1377, Lewiston,  
Maine 04243-1377

We must hear from you no later than sixty (60) calendar days after we sent you the first statement upon which the error or problem first appeared. When contacting the Bank, please explain as clearly as you can why you believe there is an error or why more information is needed. Please include:

- Your name and account number
- A description of the error or transaction you are unsure about
- The dollar amount and date of the suspected error

When making a verbal inquiry, the Bank may ask that you send us your complaint in writing within ten (10) business days after the first telephone call.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will credit your account for the amount you think is in error, so that you have the use of the money during the time it takes to complete our investigation.

## Public Notice

Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY

**In case of Errors or Questions About Your Bill**

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us at P.O. Box 1377, Lewiston, Maine 04245-1377 as soon as possible. We must hear from you no later than sixty (60) days after we sent you the FIRST bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

**FINANCE CHARGES.** Although the Bank uses the Daily Balance method to calculate the finance charge on your Moneyline/Overdraft Protection account (the term "ODP" or "OD" refers to Overdraft Protection), the Bank discloses the Average Daily Balance on the periodic statement as an easier method for you to calculate the finance charge. The finance charge begins to accrue on the date advances and other debits are posted to your account and will continue until the balance has been paid in full. To compute the finance charge, multiply the Average Daily Balance times the Days in Period times the Daily Periodic Rate (as listed in the Account Summary section on the front of the statement). The Average Daily Balance is calculated by adding the balance for each day of the billing cycle, then dividing the total balance by the number of Days in the Billing Cycle. The daily balance is the balance for the day after advances have been added and payments or credits have been subtracted plus or minus any other adjustments that might have occurred that day. There is no grace period during which no finance charge accrues. Finance charge adjustments are included in your total finance charge.